



City of Freeport

REGULAR COUNCIL MEETING MINUTES

November 10, 2020, 9:00 AM
Council Chambers, Freeport City Hall

Council Members Present: Mayor Russ Barley, Councilwoman Amanda Green, Councilwoman Elizabeth Brannon, Councilman Eddie Farris, Councilman Mark Martin, Councilwoman Elizabeth Haffner

Staff Members Present: City Manager Charlie Simmons, City Clerk Malani Robinson, City Attorney Clay Adkinson, Planning Director Latilda Neel, Billing Manager Debbie Roberts, Finance Officer Sara Bowers, Water Supervisor Larry Tuggle, Sewer Supervisor Robert Fawcett, Parks Director Travis Digges, City Engineer Alex Rouchaleau

1. Meeting Called to Order

The meeting was called to order at 8:59 AM by Mayor Barley in the Council Chambers of Freeport City Hall.

2. Invocation and Pledge of Allegiance

The invocation was given by Councilman Farris, followed by the Pledge of Allegiance to the American Flag.

3. Recognition of Guests

4. Consent Agenda

- a. Revenue and Expenditure Report for FYE 2020
- b. Bills
- c. Regular Council Meeting Minutes- October 22, 2020

5. Public Comment on Consent Agenda

6. Approval of Consent Agenda

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Haffner

To approve the consent Agenda as presented.

Carried

7. Consideration of Additions/Deletions to Agenda

None.

8. Approval of Agenda with Additions/Deletions

To approve the Agenda with the specified additions as presented.

9. Staff Reports

- a. Water
- b. Sewer
- c. Parks

1. Sports Complex Hours

Parks Director Digges approached the Council requesting a motion to resume normal park hours, noting that the Council had been phasing in later openings regarding COVID concerns. Councilwoman Green inquired about bathroom access and water fountain use at the Sports Complex, to which Parks Director Digges offered insight to the safety precautions being taken. Parks Director Digges informed the Council of a new COVID qualified product recently purchased by the department to sanitize the restrooms as well as any equipment at the facilities.

Moved by: Councilwoman Brannon
Seconded by: Councilwoman Green

THAT the Sports Complex would resume normal operational hours.

Carried

2. Parks Update

Parks Director Digges informed the Council that shade at the Sports Complex would be installed within the next two weeks, as well as canopy nets on the far end of the big fields. Parks Director Digges also noted that the Highway 20 Beautification Project had been completed. In closing Parks Director Digges noted that he would like to acknowledge and thank the Key Club for assisting with the repainting of the City's Anchor, Franks for paint supply donations, as well as the National Honor's

Society assistance with the Memorial. Councilwoman Green noted that she was pleased with the outcome of the Highway 20 Beautification Project.

d. City Manager

1. Governmental Complex

City Manager Simmons opened the discussion by referencing two handouts given to the Council that exhibited two design layouts for the future City Hall site plans. City Manager Simmons noted that two versions were constructed to give the Council options. City Manager Simmons noted that Site Plan 1 placed the new library beside the Planning Department noting that this design was not efficient to the needs of the City, presenting a high expense for the retention pond. Site Plan 2 placed the new library behind the City Hall, moving the retention pond downhill which allowed water flow from three separate sites and reduced cost. City Manager Simmons also noted that Site Plan 2 allowed more space for parking and would create a courtyard design for the three buildings referencing Engineer Rouchaleau for further insight. City Manager Simmons also informed the Council that they would have the option to convert the old library into a senior center, a temporary community center, or a Sheriff annex. City Manager Simmons noted to the Council that their prompt decision would allow the library to move forward with their plans for building once they were aware of the proposed location. Councilwoman Green remarked that she was in favor of Site Plan 2 and its ability to produce more parking space and reduce expenses for the retention pond, noting that she would expect the retention pond to be more aesthetically pleasing due to its visible location. City Engineer Rouchaleau noted that the plans were not final but a rough draft for building placements being that no survey had been conducted; he assured Councilwoman Green that if given proper feedback from surveys that they esthetics would be up for design. Councilwoman Brannon also concurred with being in favor of Site Plan 2, however she expressed concerns with having sufficient parking available and recommended placement for additional parking within the design. City Engineer Rouchaleau offered clarity on the design and noted additions for parking plans within the updated design. Councilman Farris noted his approval of Site Plan 2 noting his desire to see the old library turned into a Sheriff Annex or a senior citizen center. City Manager Simmons remarked that the final decision for the use of the old library would be left up to the Council. Councilwoman Green expressed her concerns for communication issues between the City and County when working on the project to which City Manager Simmons assured her, he would be in direct contact with the County throughout the process. Councilwoman Green also suggested using a community survey to determine the use for the old library building, City Manager Simmons agreed it would be a good idea. City Manager Simmons consulted City Attorney Adkinson on the need to ask for a motion to present the site plan that the Council was in favor of to the County. City Attorney Adkinson recommended that if the Council were approving the design contingent upon other government agency signing off on the design and City Engineer Rouchaleau's revisions then it would be appropriate to submit a motion for approval. Planning Director Hughes-Neel noted that the County would not move forward with approving funding for the new library until a site has

been decided upon, then approved by the City Council and the Board of County Commissioners. City Attorney Adkinson noted that the plans would ultimately return to the Council for approval.

Moved by: Councilwoman Green

Seconded by: Councilman Farris

THAT the Council would approve the site plan tentatively to revisions and review of the County.

Carried

e. City Clerk

f. Finance

g. Billing

h. Planning

1. Special Event Permit: Hammock Bay Festival of Lights

Planning Director Hughes-Neel submitted the special permit application for the Hammock Bay Festival of Lights before the Council for approval.

Moved by: Councilman Farris

Seconded by: Councilwoman Brannon

THAT the Council approved the special event permit.

Carried

2. Special Event Permit: Blood Drive

Planning Director Hughes-Neel submitted the special event permit for a blood drive being held in Hammock Bay, noting that they requested a fee waiver for being non-profit.

Moved by: Councilwoman Brannon

Seconded by: Councilman Farris

THAT the Council approved the special event permit with the fee waiver.

Carried

3. Code Violation Cases to be turned over to City Attorney

Planning Director Hughes-Neel informed the Council about two code violations that have taken place in the Marina Village Community, that needed to be turned over to City Attorney Adkinson for further action. Planning Director Hughes-Neel noted that the first violation was a storm water violation where following the completion of the subdivision, additional pavements were created which caused the storm water system to not work properly. Residents in the area are experiencing severe flooding following storms. The residential developer recently turned over the entire project to the HOA who have been unresponsive to remedying the situation. The second code violation is a wetland buffer violation where a resident took out the wetland buffer behind his home. Following notification of this violation the homeowner visited Planning Director Hughes-Neel where a plan of action was discussed, and the homeowner expressed his noncompliance. Councilwoman Green asked for clarity on the beginning issue with the developer and why the City is choosing to pursue legal action with the HOA instead of the developer, noting that the developer knew of these issues beforehand and wanted to avoid paying fees to address it. City Attorney Adkinson addressed the Council by noting that the overall goal is to obtain compliance and that the City may very well notify both parties to address concerns. City Attorney Adkinson added that it was not the City's place to make a call on who is responsible, that would be a civil issue. City Engineer Rouchaleau informed the Council that prior to the HOA takeover he had worked with the developer to address some of the issues to which several changes were made. Councilwoman Green noted that her concern was with the City not pushing harder to get compliance with the developer from the beginning.

Planning Director Hughes-Neel updated the Council on the hiring of the new planner who she expects to begin by the end of the year.

City Manager Simmons noted that the Hammock Bay Bridge had been fixed.

Moved by: Councilman Farris

Seconded by: Councilwoman Green

THAT the code violations will be turned over to City Attorney Adkinson for further action.

Carried

- i. Legal
- j. Engineering
- 10. Old Business
- 11. New Business
 - a. Mayor Russ Barley

Mayor Barley reminded the staff that the City Hall would be closed tomorrow and that there would be a Veterans Day Program at 2PM outside the memorial. Mayor Barley also

noted the schedule for the City of Freeport Holiday festivities and encouraged everyone to participate.

- b. Councilwoman Brannon
- c. Councilman Farris
- d. Councilwoman Green
- e. Councilwoman Haffner
- f. Councilman McCormick

12. Public Comment

13. Adjournment

Mayor Barley motioned to adjourn. The meeting adjourned at 9:27 AM.



Mayor

ATTEST:

6/15/2020
9:27 AM



City Clerk